

**Minutes of the USTA NorCal Sanction & Schedule Committee**  
**Wednesday September 27, 2023**

**NOTE:** *These minutes were approved by the Committee on December 6, 2023.*

Suzy Cossette, chair of the Sanction & Schedule Committee, called the meeting to order at 7:00 pm and roll call was conducted. The meeting was held by Google Meet video conference.

**Committee Members Present:** Suzy Cossette (Chair), Mark Fairchilds, Andrea Norman, Luis Reis, Jon Toney, and Scott Winn

**USTA NorCal Staff Present:** Tommy Tu, Joanna Broda-Schunck, Michelle Wilson, and Summer Verhoeven

- 1. Adult, Family and Wheelchair Tournament Bids for 2024.** In closed session, the Committee reviewed and discussed applications for Adult, Family, and Wheelchair tournaments submitted. When the Committee came out of closed session, the approved resolution was authorized to be reported as part of the minutes of the meeting.

Following discussion, the following motion was duly made by Andrea Norman, seconded by Luis Reis, and **approved** by a vote of 5 in favor, none opposed, no abstentions, and one recusal by Mark Fairchilds.

**RESOLVED:** That sanctions for the 2024 Adult, Family and Wheelchair Tournaments listed on Exhibit A are hereby recommended to the USTA NorCal Board for approval.

**RESOLVED FURTHER:** That the Levels of any Adult, Family, and Wheelchair Tournament may be adjusted by the appropriate competition committee, as needed.

- 2. Approval of Minutes.** The Committee considered approval of the minutes of the meeting held September 26, 2023. The following motion was duly made by Luis Reis, seconded by Mark Fairchilds, and **approved** by a vote of 5 in favor, none opposed, and no abstentions:

**RESOLVED:** That the minutes of the Sanction & Schedule meeting held and September 26, 2023 be approved as presented.

- 3. Junior Tournament Bids for 2024.** In closed session, the Committee reviewed and discussed applications for Junior tournaments submitted. When the Committee came out of closed session, the approved resolution was authorized to be reported as part of the minutes of the meeting.

Following discussion, the following motion was duly made by Jon Toney, seconded by Andrea Norman, and **approved** by a vote of 3 in favor, none opposed, no abstentions, and 2 recusals by Mark Fairchilds and Luis Reis.

**RESOLVED:** That sanctions for the 2024 Junior Tournaments listed on Exhibit B are hereby recommended to the USTA NorCal Board for approval.

- 4. Next Sanctioning Steps.** Tommy Tu reviewed the next steps in the sanctioning process. The first is the announcement of the recommended tournaments to the organizations, which will be given 7 days to accept what has been recommended. Thereafter, the tournaments accepted will be presented for approval by the Board at its October meeting.
- 5. Section Connection.** Summer Verhoeven announced the upcoming Section Connection that will be held in conjunction with the Annual Meeting on November 4 in Walnut Creek. It will be a day of workshops and educational sessions.
- 6. Next Meeting.** A tentative meeting was set for October 10 should the Committee need to meet following the acceptance and appeal period.

There being no further issues or discussion to come before the Committee, the meeting was adjourned by unanimous vote at 7:48 pm.